



National Aeronautics and Space  
Administration  
Goddard Space Flight Center

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# ANNOUNCEMENT

**SUBJECT: Personal Vehicles Left on Center**

Center employees are reminded that personal vehicles may not be "stored" on Center. Those who must leave their cars on Center while on official travel, must park it in the lot on the west side of Building 11/30. The employee must also contact the Security Division at x6-8661 and provide the pertinent information (e.g., make, model, color, license tag number, length of time it will be parked, etc.) prior to leaving the car in the lot. While Security makes every effort to periodically check this lot, Security and the government are not responsible for damages incurred by any vehicle left in this or any parking lot on Center. Vehicles left or found parked elsewhere on Center are subject to being towed in the event of an emergency.

Jack Forsythe  
Chief, Security Division

**PLEASE POST AND CIRCULATE THIS ANNOUNCEMENT**

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